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Approved For Release 2002/05/08 : CIA-RDP78-06365A001200020009-9  
UNITED STATES GOVERNMENT

# Memorandum

TO : Director of Training

DATE: 13 April 1964

FROM : Chief, Intelligence School

SUBJECT: Comments on 10 April Reorientation in Supervisory Responsibilities

1. Ten Intelligence School personnel attended the program. Five of these were GS-15's, two were GS-14's, one was GS-12, and two were GS-11's. There is no clear-cut distinction between reactions at the different grade levels.

2. The areas of unanimous agreement are these:

- a. The program was much too long. Three hours would have been enough to do the job.
- b. Mr. McCone's presentation was excellent.
- c. The panel discussion was excellent, but it came at a time when the audience was exhausted.

3. The areas of general, but not unanimous, agreement are these:

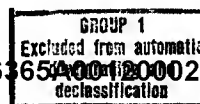
- a. Colonel White's presentation was useful but overloaded and confusing; he should have avoided the x and y analysis.
- b. All of the other presentations - Medical, Finance, Security, and Personnel - were too much concerned with mission, organization, and function; were too long; and were pitched too low to interest anyone above the first-line supervisory level.

4. Factors on which two or three people agreed are these:

- a. The appearance of so many high-level Agency Officials was most impressive and convinced people of the importance of supervision.

JOB NO. BOX NO. FLD NO. DOC. NO. 5 NO CHANGE  
IN CLASS/ DECLASS/ X CLASS CHANGED TO: TS S C RET. JUST.  
NEXT REV DATE 11/11/64 REVIEWER 11/11/65 TYPE DOC. 02  
NO. PGS 2 CREATION DATE 11/11/64 ORG COMP 11 CFI 11 ORG CLASS C  
REV CLASS 4 REV COORD. AUTH: HR 70-3

UNCLASSIFIED



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- b. Speeches that are read word for word from prepared scripts are not effective.
- c. The speakers did not use enough appropriate specific examples.
- d. The panel spent too much time clarifying points that should have been made clear in the individual presentations.

5. After discussing the problem with all Intelligence School personnel who attended, I have concluded that the general feeling is that something like the following three-hour program would be most useful:

- a. A talk by Mr. McCone.
- b. A survey of the Agency facilities available to help the supervisor - Medical, Finance, Security, and Personnel - this survey to be given by the appropriate Deputy Director.
- c. A panel composed of Mr. Kirkpatrick; the appropriate Deputy Director; the Directors of Finance, Security, and Personnel; and the Chief of Medical Staff.

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